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Office Memorandum • UNITED STATES GOVERNMENT

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TO : Mr. [REDACTED] *crow* O/DD/I

DATE: 30 March 1954

FROM : Executive, OCD

SUBJECT: Working Conditions in Riverside Stadium

5-3965

You asked that I keep you posted on the results of our efforts to improve conditions in the Stadium. Here is a list of items completed or in process:

COMPLETED

1. The two entrances have been painted.
2. All deliveries of supplies, equipment and mail are being channeled through the north entrance.
3. All classified trash is being removed through the north entrance.
4. I called a meeting with the four division chiefs located in the Stadium and passed the word on to them to instruct their people to help keep the building clean.
5. I believe that the floor cleaning is definitely improved. I understand from Logistics Office that the foreman of the char force has been replaced.
6. The appearance of the area outside of the south entrance is definitely improved. "More attractive trash receptacles" have not been installed, however.
7. With regard to ventilation, the intakes on the air conditioners have been set, streamers have been attached, and the units are being turned on prior to 0830 each morning.

IN PROCESS

1. Painting of the rest rooms.

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